RESUME

Objective: Shall put all my efforts for diligence and competitiveness within myself to excel in the same pace as other in the institution. Seeking a position at Company where I can maximize my 9 years of editorial, writing and magazine experience.

Personal Information:

Name: KHUSHBOO GHOURI
CNIC: 42101-6312382-6
Gender: Female
Contact No: 0300-3584293/03332876311
Address: House no: R-94, Sector: 52-A, Ettawah cooperative Housing society, Gulzarhijri, Scheme 33

Academic Qualification:

➢ M.Phil (I.R)	Karachi University	Aug 2019- continues	
➢ M.A (I.R)	Karachi University	Jan2005-Jan2006	74.4%
➢ B.A (Honors)	Karachi University	Jan2002-Dec2004	72.5%
➢ H. Sc (Pre Medical)	Govt. Degree College	1998-2001	66%
➢ SSC (Science)	Pakistan International School Jeddah		79%S

Academic Achievements:

- 1st Class 2nd position in B.A (Honors) in Department of International Relations of Karachi University.
- 1st Class 3rd position in M.A (I.R) in Department of International Relations

Blogger@humsub:

https://www.humsub.com.pk/author/khushboo-ghori/

PROFESSIONAL EXPERIENCE

GNN(GOURMET NEWS NETWORK)

DESIGNATION: Researcher and Content Writer (AUGUST 6, 2018- Sep 2019)

Job Responsibilities:

- Headlines and Rundown coordination
- Coordination with all bureaus (national/international)
- Bulletin Planning and Coordination
- Production
- Packages/Assignments and event planning
- Copy writing and editing

Additional Responsibilities

Head Anti Harassment committee

JAAG NEWS

DESIGNATION: Assignment Editor (October 2016- AUGUST 5, 2018)

Job Responsibilities:

- Assignment Desk Activities
- Headlines and Rundown coordination
- Coordination with all bureaus (national/international)
- Bulletin Planning and Coordination
- Production
- Day plan
- Tickers and Synergy
- Packages/Assignments and event planning
- Copy writing and editing

Additional Responsibilities

Head Anti Harassment committee

GEO TV NETWORK

DESIGNATION: Assignment Editor (Jan 2008- July 2013)

Job Responsibilities:

- Assignment Desk Activities
- Coordination with all bureaus (national/international)
- Day plan
- Tickers and Synergy
- Packages/Assignments and event planning
- Copy writing and editing

GEO TV NETWORK

Designation: Trainee (July16, 2007 to Jan 12, 2008)

Job Responsibilities:

- In charge of city District Karachi political Activities
- Research and analyzing different aspects of politics of City District Karachi
- Worked on the political and electoral Activities of elections 2008 in Karachi City
- Worked on electoral candidates profiles
- Monitoring and collecting of elections news of Karachi city

FALCON HOUSE GRAMMAR SCHOOL

Jan 01 2007 to July15, 2007

Designation: Teacher and Branch Coordinator

Job Responsibilities:

- Teaching O' levels Pakistan Studies
- Teaching Agha Khan Board Pakistan Studies
- Worked as Branch Coordinator in Head Office Campus

KARACHI PUBLIC HIGH SCHOOL

(JUNE2006 TO OCTOBER 2006)

DESIGNATION: TEACHER AND BRANCH COORDINATOR

JOB RESPONSIBILITIES

- In charge campus faculty
- Coordination in head office and other campuses
- Curriculum scheduling
- Management of extracurricular activities

Research work (unpublished)

- Impact of brain drain on the development process of Pakistan
- Report on telecommunications
- Causes of lack of reading culture in Pakistan
- Economic diplomacy between India and Pakistan
- Role of central Asian states in rebuilding of Afghanistan
- Pakistan Bangladesh relations: conflict to cooperation
- Importance of negotiations conflict resolution between India and Pakistan
- Hindu fundamentalism vs. Indian nationalism
- United Nations Reforms
- Politics and elections in Karachi from 1970-2008

Publish work:

- Importance of human Skills and expertise in conflict resolution and crisis Management

Certifications:

- Participated in workshop organized by Program on Peace studies and Conflict Resolution, Department of International relations, University of Karachi in collaboration with Hanns Seidel Foundation, Islamabad in 2003, 2004 and 2005.
- Participated in International Workshop on Human security organized by Department of International relations, University of Karachi in collaboration with Hanns Seidel Foundation, Islamabad in 20022 and 2004.

- Participated in regional workshop on techniques and methods of teaching and learning conflict resolution and conflict management organized by Program on Peace studies and Conflict Resolution, Department of International relations, University of Karachi in 2004.
- Participated in regional workshop on social transformation organized by Department of international relations, University of Karachi in collaboration with United Nations in 2005.

Computer Literacy:

- MS applications
- In page
- Net browsing
- Photoshop

Working skills:

- I am result oriented and possessed leadership qualities, effective interpersonal skills and ability to respond effectively and creatively under pressure.
- Decision maker.
- I am able to adapt easily to institutional conditions and remain committed to excellence.
- Strong presentational skills.
- Good management.